

DRAFT

BY ORDER OF THE
SECRETARY OF THE AIR FORCE

5 June 1996

AIR FORCE POLICY DIRECTIVE 63-5

Acquisition

AIR FORCE ACQUISITION QUALITY ASSURANCE

'SUMMARY OF REVISIONS

*This revision clarifies responsibility and authority for acquisition quality and updates references, organizational titles, and office symbols. In addition, directive material formerly contained in AFI 63s501, is relocated into this policy directive.

An* indicates revisions from the previous version.

Supersedes: AFD 63-5, 7 September 1993, and AFI 63-501, 31 May 1994

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***1. Process Overview:**

*1, 1, Superior quality supplies and services are fundamental to successful Air Force operations. To maintain a highly effective military capability, the Air Force must establish essential quality requirements and assure they are met in each phase of acquisition. This directive establishes policy to define and oversee the quality assurance process for each phase of acquisition, collectively referred to as the acquisition quality program.

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*1, 2, All activities that impact quality in design, development, purchasing, production, storage, distribution; operation, maintenance, modification, or disposal must be controlled to assure quality requirements are consistently met or exceeded.

* 1.3 The Air Force acquisition system relies on an integrated approach to ensure products meet or exceed user quality requirements. All personnel involved in the acquisition process are responsible for performing quality functions inherent in their assigned duties. These functions include identifying quality requirements; translating them to contractual documentation; monitoring quality of contractor performance; and performing product verification and acceptance activities.

*1.4. See attachment 1 for measures used to assess compliance with this policy.

*2. Responsibilities and Authorities: This directive establishes the following responsibilities and authorities:

*2, 1, The Assistant Secretary for Acquisition (SAF/AQ), the Air Force Acquisition Executive, ensures acquisition quality.

*2.2. The Deputy Assistant Secretary for Science, Technology and Engineering (SAF/AQR) acts as the Air Force focal point and authority on matters related to acquisition quality policy in directive and non-directive guidance, acquisition regulations, standards, career programs, and training.

*2, 3, The Deputy Assistant Secretary for Contracting (SAF/AQC) oversees the quality assurance process involving services contracts except when higher level contract quality requirements apply (as directed by the Federal Acquisition Regulation, Part 46, Quality Assurance) in which case SAF/AQR is responsible.

*2.4. The Program Executive Officers and Designated Acquisition Commanders oversee the quality assurance process for their assigned products.

*2, 6. The Major Commands and Direct Reporting Units will establish a focal point to manage execution of Air Force and DoD acquisition quality assurance policies within their command. In addition, Air Force Materiel Command (AFMC) will calculate the metrics described in attachment 1 and provide the results and associated information to SAF/AQR by December 31 of each year.

***2.6.** System Program Directors, Product Group Managers, Materiel Group Managers, Program Managers and other Air Force acquisition managers will ensure quality requirements for an acquisition are clearly identified and integrated into all functional areas as to meet user requirements; and develop and manage effective and efficient quality programs appropriate for their assigned products.

*2.7 Acquisition officials and supervisors of acquisition personnel ensure that individuals performing acquisition quality duties meet applicable requirements for acquisition professional development and certification (reference DoD Directive 5000.52, *Defense Acquisition Education, Training and Career Development Program*, October 25, 1991).

***3. Applicability and References:** This policy directive applies to all Air Force activities that acquire supplies and services. It implements the FAR, Part 46, *Quality Assurance*, the Defense FAR Supplement (DFARS), Part 246, *Quality Assurance*, and DoD Directive 5000.1, *Defense Acquisition*, March 15, 1996. AFPAM 63-502, *Guide to Air Force Acquisition Quality Program* (draft), AFPAM 63-503, *Quality Assurance of Training Systems Contracts*, and AFI 63-504, *Quality Assurance Evaluator program*, provide guidance for implementing this directive.

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Force for Acquisition

Attachment

Measuring and Displaying Compliance With Policy

D R A F T

MEASURING AND DISPLAYING COMPLIANCE WITH POLICY

*A1.1. Compliance with this policy directive will be assessed by using a deficiency report (DR) trend per fiscal year (FY) (figure A1.1) and the total number of DRs per FY (figure A1.2.).

*A1.2. The DR trend in figure A1.1. is calculated by taking the number of DRs received for action by Air Force action points during a given FY, and dividing that total by each \$10 million in constant FY 1993 dollars for production contracts and for organic depot maintenance for the same period. The formula is illustrated as follows:

$$\text{DR Trend} = \frac{\text{Total DRs received during fiscal year}}{(\text{Total production contract \$} + \text{Total organic depot maintenance \$}) \div 10,000,000}$$

*A1.3. Figure A1.2. displays the DR number received in each FY.

*A1.4. These metrics are intended as broad indicators of overall trends in customer satisfaction with supplies and services acquired by the Air Force. AFMC should analyze the data, calculate the above metrics, display the data on charts similar to the examples shown in figures A.1.1. and A.1.2. and forward this information to SAF/AQR. In addition, AFMC should provide a summary of significant changes in deficiency reporting and its analysis of the trend and number of deficiency reports. In case of adverse trends, AFMC should describe any corrective actions taken or planned by AFMC and any recommended actions for SAF/AQR. SAF/AQR will review the AFMC summary and assess whether additional actions are needed.

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*A1.5. The charts shown in figures All. and A1.2. are examples of how the DR data can be displayed. The charts should show data for the past four fiscal years. Report Control Symbol, RCS: SAF-AQR(A)9311, Quality Assurance Metric Report, applies, Continue reporting during emergency conditions C-S, delayed.